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ABSTRACT

Compiled to assist librarians at Pennsylvania State University in conducting research projects and preparing research and grant proposals, this annotated bibliography is divided into three sections: performing research, funding research, and publishing research. Books, journals, articles, directories, online databases, and guides to the literature are included, as well as organizational resources within and outside Penn State University. A Library of Congress classification number is provided for locating--at Penn State--all the printed sources listed. It is suggested that the bibliography would be of interest to academic librarians preparing for promotion and/or tenure. (Author/ESR)

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AIDS TO RESEARCH FOR LIBRARY FACULTY AT THE PENNSYLVANIA STATE UNIVERSITY

Mel Westerman
and
Carol Wright

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FOR LIBRARY FACULTY
AT THE
PENNSYLVANIA STATE UNIVERSITY

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PERFORMING RESEARCH

I. GUIDES

Directory of Online Databases. Santa Monica, CA, Cuadra Associates. 1980 (Plus updates). (Ref. Z699 .22 .D5)
Describes more than 450 databases available through more than 71 online services.

Educational Administration Abstracts. College Station, TX, University Council for Educational Administration. (Ref. Z5814 .M26 E3)
Section V.B. of each issue lists articles on research methods in all areas of social science research.

Library Literature. New York, H.W. Wilson. (Ref. Index Table #6)
As an aid to save time, some subject headings that can be used are: Information Services - Special Subjects - Research; Research and the Library; Research in Information Science; Research in Librarianship; Search, Bibliographical.

Pennsylvania State University Libraries (PSUL). Card Catalog.
As an aid to save time, some subject headings that can be used are: Education Research; Historical Research; Information Science - Research; Learning and Scholarship; Library Science - Research; Literary Research; Proposal Writing in the Social Sciences; Research - Bibliography; Social Science Research Methodology.

Research in British Universities, Polytechnics and Colleges. Boston Spa, West Yorkshire, England. (Ref. Q180 .G7 S401) (Annual)
Vol. 1 is "Physical Sciences"; Vol. 2 is "Biological Sciences", Vol. 3 is "Social Sciences". Each volume has an "Information Science" section, which lists research in progress.

U.S. Department of Health and Human Services.
"Protection of Human Subjects; Informed Consent; Standards for Institutional Review Boards for Clinical Investigations, and Clinical Investigations which may be reviewed through Expedited Review Procedure." Federal Register, vol. 46, no. 17, Tuesday, January 27, 1981, pp. 8942-8980. (Docs. KF70 .A2)

"Public Health Service Human Research Subjects." Federal Register, vol. 46, no. 16, Monday, January 26, 1981, pp. 8366-8392. (Docs. KF70 .A2)

U.S. Smithsonian Institution. Science Information Exchange (SSIE). Information Services on Research in Progress; A Worldwide Inventory. Springfield, VA, National Technical Information Service, 1978. (Ref. Q223 .S5)
Contains a state-of-the-art review of systems and services and detailed profiles for 179 research information systems.

White, Virginia P. Grants: How to Find Out About Them and What to Do Next. New York: Plenum Press, 1975. (Ref. AS911 .A2 W45)
A basic manual and guide to sources of information on the proposal, application, and preparation processes in research.

II. ORGANIZATIONAL RESOURCES

American Library Association (ALA). Chicago, IL.
Units of the Association sponsor research programs at the Annual Conference and support committees which focus upon research, statistics and/or evaluation.

Office for Research.
Focuses on the research needs of the profession, surveys existing activity and translates unmet needs into active programs.

Committee on Research.
Advises the Office for Research. Is responsible for the general program policy and priority structures of the administration's research interests.

Library Research Round Table (LRRT).
Conducts research forums. Sponsors an annual research competition, and an "Information Suite" at the Annual Conference.

The ALA Yearbook. (Z721 .A525)
Reviews Association and profession-wide interests and developments in research.

American Libraries. (Z671 .A4)
Features articles on matters of current concern to the profession. Reports on Association activities. Began a column in 1980 by Herb White, entitled "Research and Reality."

American Society for Information Science (ASIS). Washington, D.C.
Dedicated to the creation, organization, dissemination, and application of knowledge concerning information and its transfer.

Journal. (Z699 .A1 A5)
Encourages exploratory research and philosophical queries in the broad area of documentation.

Annual Review of Information Science and Technology. (Z699 .A1 A56)
A state-of-the-art synthesis that appraises significant developments and trends.

Association of American Library Schools (AALS). Executive Secretary: Janet Phillips, 471 Park Lane, State College, PA (238-0254)
One of the purposes of the AALS is to promote research related to teaching and to library and information science.

Journal of Education for Librarianship. (Z668 .J6)
Includes articles touching all aspects of the educational process for would-be librarians.

"Directory of the Association of American Library Schools". An annual, special issue of the Journal of Education for Librarianship. Here are listed the schools that are members and associate members of the Association. The faculty members of each school are listed with their subject area interests.

"Research Record". A regular column in the Journal of Education for Librarianship. "Research Record" consists of an editorial section and other features, including "Doctoral Dissertation Topics Accepted in Library and Information Science."

Association of College and Research Libraries (ACRL), American Library Association. Chicago, IL.
To accomplish its ultimate goal of the improvement of library services to users in academic and research settings, ACRL develops standards and guidelines by which librarians and libraries may measure their performance.

College and Research Libraries. (Z671 .C6)
Thought provoking articles; many of them are reports of research on matters of current and continuing concern.

College and Research Libraries News. (Z671 .A24)
Keeps abreast of general current topics of interest to readers of College and Research Libraries.

Association of Research Libraries (ARL). Washington, D.C.
Organized to identify and solve problems fundamental to large research libraries. Major areas of concern for ARL are bibliographic control, networking, and a national periodicals system. Publishes a Newsletter, Minutes, Library Statistics, and Annual Salary Survey. Their Office of Management Studies, through the Systems and Procedures Exchange Center, compiles SPEC Kits, which are collections of documents on current management and operation practices covering specific topics. Each topic is discussed in a two paged SPEC Flyer.

Council on Library Resources, Inc. (CLR). Washington, D.C.
A private operating foundation seeking to assist those who are concerned with the quality of library operations and the character of library service. Awards grants to individuals and organizations that fall within CLR program interests.

Inter-University Consortium for Political and Social Research. Ann Arbor, MI.
Data tapes in social sciences are free from this group through the Penn State Computation Center, where directory of data tapes is available.

Pennsylvania Library Association.
Serves librarians from all types of libraries.

Pennsylvania State University.
The following units of the University offer services of potential use to researchers:

College of the Liberal Arts.
Credit courses for computer applications (Representative List):
Anthropology 409, by Dr. Bennett Dyke.
English 417, by Dr. Wilma R. Ebbitt.
English 508, by Dr. John B. Smith.
Liberal Arts (Speech Communications) 481, by Dr. Robert Ariew.
Public Administration 597 B, by Mr. Glen Kreider.
Sociology 470, by Dr. Fern K. Willits.

Liberal Arts Data Lab. (LADL). (3-0393)
Located in the basement of Burrowes Bldg. LADL provides a variety of computer-related instruction and research within the college.

Colleges of the University.
Each one except Behrend has an Associate or Assistant Dean "for research". Information is available through each of their offices. Behrend College faculty should inquire at the Office of the Dean.

Commonwealth Campuses.
Information on research is available through the Office of the Vice-President and Dean of the University-wide System of Continuing Education and Commonwealth Campuses; except for Radnor Center, which is served by the Office of the Dean of the Graduate School.

Employment Office. (5-1387)
Maintains a "Research Pool" of people qualified to assist with various aspects of research projects.

Computation Center. (3-0422)
Maintains a library of programs and lists of data bases available. Provides consulting services on specific problems in computer applications to research, as well as workshops and seminars on computer usage. Publishes a Bulletin, which keeps readers abreast of latest developments.

(Continued on next page)

Pennsylvania State University (continued)

Intercollege Research Programs and Facilities. (5-6305)

The following are the names, addresses and telephone numbers of the individual units:

Human Performance Research Lab.---119 Noll Lab/5-3453;
Institute for Policy Research & Evaluation---N253 Burrowes/5-9561, includes:
Center for Research on Human Resources---W253 Burrowes,
Population Issues Research Center---22 Burrowes,
Center for the Study of Science Policy---N253 Burrowes;
Laboratory Animal Resources---Centralized Biological Lab/5-1495;
Institute for Research on Land & Water Resources---100 Land & Water/3-0291, includes:
Regional Resources Research Center---110 Land & Water,
Remote Sensing of Earth Resources---219 Electrical Engineering West;
Health Physics---228 Academic Projects/5-3459;
Applied Research Lab.---224 Applied Science/5-1395;
Computation Center---229 Computer Bldg./3-0422;
Center for Air Environment Studies---226 Fenske Lab./5-1415;
The Pennsylvania Transportation Institute---Research Bldg. B/5-1891;
Materials Research Lab.---202 Materials Res. Lab./5-3421;
Arts & Humanistic Studies---Ihlseng Cottage/5-0495.

Office of Gifts and Endowments (OGE). (5-6580)

Will perform a computer search for potential support of research projects. Distributes "Ten Pointers For Obtaining Support from Foundations," a two sheet aid.

Office of Sponsored Programs (OSP). (5-1372)

A function of the Vice-President for Research and Graduate Studies.

Coordinates the handling of the "Clearance Data Form," which requires signatures of the Department Head, Dean(s), and Vice-President.

"Clearance Data Form." An information sheet that becomes a permanent part of the University documentation on a research proposal. It records and affirms the resource requirements for a research program.

Reviews, clears and signs proposals for the Vice-President for Research and Graduate Studies; negotiates external contracts and arranges sub-contracts, if necessary.

Publishes "Research Information Releases;" and issues intra-university memos dealing with proposal formats and submission details.

(Continued on next page)

Pennsylvania State University (continued)

University Testing Services (UTS). (3-2802)
Testing and interpretation can be arranged for research.

University Graphics. (5-0421)
Provides art and photographic services.

University Libraries.

Computer-Based Bibliographic Search Service. (CBBSS).
A number of databases can be accessed through a local terminal for information of interest to researchers. Costs involved are for time online and amount of information retrieved. Personal files, similar to those at the University Computation Center, are available.

Library Faculty Organization (LFO). Committee on Research.
Duties are defined by the LFO Bylaws. Maintains a file of pertinent research publications in the LSRR. Holds Research Seminars and sponsors other projects to strengthen the research interests of librarians.

Library Staff Reading Room (LSRR).
A collection of current journals, reports, memos and other information sources of interest to library faculty and staff. The location and maintenance of the LSRR are being considered by a committee.

Resource Collection on Grants.
Approximately 48 items, focused on grants, whose location is awaiting the decision on the status of the LSRR. Items in this list with three asterisks in the location parentheses (***) are part of the Resource Collection on Grants.

Resource Information Services (RIS). (5-1372)
A function of the Vice-President for Research and Graduate Studies.

Provides a specific information research service for faculty who want to obtain funding for instruction, research and continuing education projects.

Writes the "Funding Opportunities" column for the Intercom.

Conducts public and private instruction on grantsmanship.

Performs the liaison function with the Office of Federal Programs (OFP) of the American Association of State Colleges and Universities (AASCU).

(Continued on next page)

Pennsylvania State University
Resource Information Service (continued)
Distributes "OFP Reports" and "OFP Deadlines" from the AASCU and other pertinent grant information to holders of OFP Notebooks. OFP Notebooks can be found in CCL Libraries, Arts, Life Sci., Docs., the L.S.R.R. and all U.P. Branch Libraries.

Processes "Preliminary Proposal Outlines" (PPO), forms used to formulate research, instruction, public service and fellowship projects.

Provides a "Select-Bibliography - Resource Information Office," which lists primary and secondary sources for grants information.

Vice-President for Research and Graduate Studies.
Responsible for the coordination and strengthening of University research programs, the Vice-President oversees many of the resources available at Penn State.

Publishes Policy and Procedure in Research (1977), a 49 page book explaining most of the ramifications of responsible research, because "research is one of the functions expected of faculty" (p.25)

Publishes Research Publications and Professional Activities and University Publications, Reports to Agencies and Reviews each year to record faculty activities.

Publishes Proposal Writing: A Guide (1977), a six page booklet directed at questions often asked by Penn State faculty new to proposal writing.

Sponsors the Research Initiation Grant Program which encourages faculty with two years or less service accumulation to submit proposals.

Publishes Research/Penn State in four series to put research results in the hands of potential users. The series are: "Arts and Humanities", "Health and Physical Sciences", "Physical Sciences and Engineering", and "Social and Behavioral Sciences".

State Library of Pennsylvania. Harrisburg, Pa.
Compiles statistics, authorizes studies, and issues reports and studies on libraries in Pennsylvania.

United Nations Educational, Scientific and Cultural Organization (UNESCO)
A Consultation on Information Services Covering Research in Progress was organized on October 17-19, 1977 to discuss and define the state-of-the-art of ongoing research information systems and services. (See their Bibliography, Documentation, Terminology, 18:64-5, Mar. 1978).

U.S. National Endowment for the Humanities (NEH).
The Research Collections Program focuses on making the raw materials of research more accessible to scholars.

III. BOOKS

Barzun, Jacques and Henry F. Graff.
Modern Researchers. New York, Harcourt Brace Jovanovich, 1977. (Ref. D13 .B334 1977)
For anyone who is or will be engaged in research and report-writing, regardless of his or her field of interest.

Bonjean, Charles M.
Sociological Measurement. San Francisco, Chandler, 1967. (Ref. Z7164 .S68 B6)
Intended to help during the initial stages of sociological research to review the literature and select measures of the phenomena with which the investigator is concerned.

Bundy, Mary Lee and Paul Wasserman.
Reader in Research Methods for Librarianship. Washington, National Cash Register, 1970. (Z669 .7 .B8)
Concerned with the fundamental nature of intellectual inquiry and its societal contribution, with the modes of analysis, and the habits of thought and expression which characterize scholarship and the scholar.

Busha, Charles H. and Stephen P. Harta.
Research Methods in Librarianship; Techniques and Interpretation. New York, Academic Press, 1980. (Z669 .7 .B87)

Campbell, Donald T. and Julian C. Stanley.
Experimental and Quasi-Experimental Designs For Research. Chicago, Rand McNally, 1963. (Q175 .C23)
The classic work. Examines 16 experimental designs against 12 common threats to valid inference.

Encyclopedia of Educational Evaluation. San Francisco, Jossey-Bass, 1975. (Ref. LB2823 .E5)
Provides concepts and techniques for evaluating education and training programs.

Gage, N.L. (ed.)
Handbook of Research on Teaching. Chicago, Rand McNally, 1963. (Ref. LB1028 .G3)
Includes survey articles on methodologies in research.

Hoadley, Irene Braden and Alice S. Clark (eds.)
Quantitative Methods in Librarianship: Standards, Research, Management. Westport, CT, Greenwood Press, 1972. (Z669 .8 .Q34)
Part III contains six papers presented at an institute held at Ohio State University in 1969.

Kehler, Dorothea.
Problems in literary research. Metuchen, NJ, Scarecrow Press, 1975. (Ref. Z6511 .K4)
A guide to selected reference works.

Mager, Robert F.
Preparing Instructional Objectives. Belmont, CA, Feason, 1975. (LB1028 .5 .M2)
Aids in the clarification of goals and objectives while planning a project.

Mouly, George J.
Educational Research: The Art and Science of Investigation. Boston, Allyn and Bacon, 1978. (Ref. LB1028 .M66 1978)
Part II is an introduction to research methods.

Nicholas, David and Maureen Ritchie.
Literature and Bibliometrics. Hamden, CT, Linnet Books, 1978. (Z669 .8 .N5 1978)
Bibliometrics sheds light on the process of written communications and on the nature and course of other disciplines by means of counting and analyzing the various facets of written communication.

Orlich, Donald C.
Designing sensible surveys. Pleasantville, NY, Redgrave, 1978. (H62 .O 74)

Penland, Patrick R.
Communication Research for Librarians. Pittsburgh, University of Pittsburgh, 1972. (Z669 .7 .P4)
An overview of the motivation, approach, theory, design, methods, control and search techniques in applying communication research to libraries.

Schlachter, Gail A. and Dennis Thomison.
Library Science Dissertations, 1925-1972. Littleton Co., Libraries Unlimited, 1974. (Z674 .R4 no.12)
An attempt to locate those doctoral studies which were either accepted by library schools or concerned with areas bearing a close relationship to the field of librarianship.

Second Handbook of Research on Teaching. Chicago, Rand McNally, 1973. (Ref. LB1028 .S39 1973)
Includes articles on methods and techniques of research.

Srikantaiah, Taverekere and Herbert H. Hoffman.
Introduction to Quantitative Research Methods for Librarians. Santa Ana, CA, Headway Pubs., 1978. (Z669 .7 .S74 1977)
A narrative, non-mathematical approach to research methodology, stressing logic and the reasoning underlying the basic methods of quantitative research.

Wynar, Bohdan S.
Research Methods in Library Science. Littleton Co., Libraries Unlimited, 1971. (Z674 .R4 no.4)
Material is arranged in eight major sections, corresponding to the principal patterns of research methodology.

IV. ARTICLES

Chopra, Dharam Vir, "Statistics: Applications in Various Disciplines." Choice, vol.18, no.9, Nov. 1980, pp.355-363. (Z1035 .C5)
Highlights the impact and contributions of statistical techniques in a variety of disciplines.

Christ, John M., "Functional Analysis and Library Science." College and Research Libraries, vol.30, no.3, May 1969, pp.242-246. (Z671 .C6)
Discusses the plausibility of applying the functional approach to the study of libraries and librarianship. The functionalist position is that no human custom, social institution, or set of behaviors exist in a vacuum.

International Encyclopedia of the Social Sciences. New York, Macmillan, 1968, pp.245-263. (Ref. H40 .A2 I 5 v.5)
The article, "Experimental Design," is an overview written by three noted research methodologists.

Wright, H. Curtis, "Inquiry in Science and Librarianship." Journal of Library History, vol.13, no.3, Summer 1978, pp.250-264. (Z671 .J67)
Argues that librarianship and science are antithetical. Also available as ERIC Document ED160052.

V. GRANTS ADMINISTRATION

U.S. Department of Health, Education & Welfare.
Department Staff Manual. Grants Administration. (HE1.6/7)
Designed as a basic reference for those engaged in administration and management of grants, and for program directors.

Willner, William.
Grants Administration. Washington, D.C.: National Graduate University, 1972. (Life Sci. Ref. HJ275 .W55)
A guide to the administration of grant funds, discussing the rights and responsibilities of both the individual and the institution. Includes discussion of research contracts, the role of the grants administrator and the Grants Office, and the question of protection of human subjects.

FUNDING RESEARCH

I. PROPOSAL WRITING -- BACKGROUND AND OVERVIEW

These books discuss the mechanics of grantsmanship.

American Council on Education.
Complete Grants Sourcebook for Higher Education. A.C.E., 1980. (On Order in Ref.)

Bowker Annual of Library and Book Trade Information. New York; R.R. Bowker Annual. (Ref. Z731 .A47)
Part 2, "Legislation, Funding and Grants" reviews annual developments in the field.

Des Marais, Philip.
How to Get Government Grants. New York: Public Service Materials Center, 1977. (***)
A guide to determine eligibility for government grants. Features include a management system for money received.

Grantsmanship: Money and How to Get It. 2nd ed. Chicago: Marquis Academic Media, 1978. (Phys. Sci. HG174 .G72 1978)
Brief, generalized guide to the art of grantsmanship. Contains many sample formats.

Hill, William J.
Successful Grantsmanship. 4th ed. (rev.). Steamboat Springs, Colo.: Grant Development Institute, 1979. (***)
An excellent and practical guide. Highly recommended.

Hillman, Howard.
The Art of Winning Foundation Grants. New York: Vanguard Press, 1975. (HV41 .H55)
Excellent guide to all aspects of winning grants, from goal-setting to follow-up.

Hillman, Howard.
The Art of Winning Government Grants. New York: Vanguard Press, 1977. (***).
An excellent guide to strategies for obtaining governing funding.

Lauffer, Armand.
Grantsmanship. Beverly Hills: Sage Publications, 1977. (HV41 .L32)
Practical advice in developing a strategy, preparing to write and writing a proposal.

(***) Items in this list with three asterisks in the location parentheses are part of the Resource Collection on Grants (Location to be determined).

Lefferts, Robert.
Getting a Grant: How to Write Successful Grant Proposals. Englewood Cliffs, NJ: Prentice-Hall, 1978. (***)
Basic overview. Unique feature is a sample proposal with critique.

Margolin, Judith B.
About Foundations: How to Find the Facts You Need to Get a Grant. Rev. ed. New York: Foundation Center, 1977. (Life Sci. Ref. AS911 .A2 M35 1977)
An excellent step by step guide to the use of the publication of the Foundation Center. Contains detailed information about access to IRS forms.

Mitiguy, Nancy.
The Rich Get Richer and the Poor Write Proposals. Amherst, Mass.: The Citizen Involvement Training Project, 1978. (***)
Although the focus is on raising money by and for citizens groups, many excellent principles are discussed and illustrated. Pre-planning, conceptualizing programs and the pre-proposal phase are especially useful.

Mohrman, Kathryn.
Federal Grants: A Basic Handbook. Washington, D.C.: Federal Advisory Service, Association of American Colleges, 1977. (***)
Excellent, practical guide.

U.S. National Science Foundation.
Guidelines For Preparation of Unsolicited Proposals to the Program of Research Applied to National Needs (RANN). Washington, D.C., 1974. (Q180 .U5 A554)

White, Virginia P.
Grants: How to Find Out About Them and What to Do Next. New York: Plenum, 1975. (Phys. Sci. and Ref. AS911 .A2 W45)
An excellent introduction to the world of grantsmanship. Discusses in detail the basic sources of information, kinds of government grants, the history and nature of foundation grants. Outlines considerations for the complete application process, patents, copyrights, indirect overhead costs, matching funds, guides to writing the proposal, and more.

The following titles provide a number of sample formats on which to model proposals and related documents.

American Association of State Colleges and Universities.
Proposal Development Handbook. 1975. (***)

Brodsky, Jean, ed.
The Proposal Writer's Swipe File II: 14 Professionally Written Grant Proposals: Prototypes of Approaches, Styles and Structures. Washington, D.C.: Taft Products, 1976. (***)

Dermer, Joseph.
How to Write Successful Foundation Presentations. New York: Public Service Materials Center, 1977. (***)

Kiritz, Norton J., "Program Planning and Proposal Writing, expanded version" Grantsmanship Center News. May/June 1979, pp. 33-79. (LB2338 .G67)
Detailed outline of all segments of planning and writing.

Krathwohl, David R.
How to Prepare a Research Proposal. Syracuse, NY, Syracuse University Bookstore, 1977. (BF76 .5 .K7 1977)

Meyer, Judy
Writing Action Proposals: A Practical Guide. Houston, Center for Human Resources, University of Houston College of Business Administration, 1976. (Ref. HV41 .M48)

Orlich, Donald C.
The Art of Writing Successful R & D Proposals. Pleasantville, New York: Redgrave Pub., 1977. (HG174 .O 1)
Considers the broad spectrum of research, including the initial organization of ideas, communicating intentions, needs assessments, writing the proposal, selecting appropriate research designs, and project evaluation. Written with federal sources in mind, but can be applied to others -- public and private.

Rooks, Charles S., ed.
The Grant-Making Process: A Collection of Sample Materials. Atlanta, GA: Southeastern Council of Foundations, 1976. (***)

Urgo, Louis A.
Models for Money: Obtaining Government and Foundation Grants and Assistance. 2nd ed. Boston: Suffolk University Management Education Center, 1978. (Phys. Sci. HG177 .U73 1978)

II. DIRECTORIES

Annual Register of Grant Support: A Guide to Grant Support Programs of Government Agencies, Foundations and Business and Professional Organizations. 14th ed. Los Angeles, CA: Marquis, 1980-1981. (Ref. Q180 .A1 A6)

This directory lists all fields and all types of donors, public and private, including grants to individuals, with eligibility requirements, purpose and duration of grant and application information, with the number of applicants and recipients for the past year. This last information category helps indicate the statistical possibility of an applicant's success. The Register is the best publication for the grant candidate who doesn't know where to start. Revised annually. Excellent preface.

Breivik, Patricia Senn, ed.
Funding Alternatives for Libraries. Chicago: American Library Association, 1979. (Z683 .F83)

Methods for obtaining support from private corporations, foundations, federal programs, and other sources often overlooked.

Catalog of Federal Domestic Assistance. Washington, D.C.: USGPO, 1965- (Docs. HC110 .P63 A554)

Comprehensive listing of 1,026 funding programs administered by 60 Federal departments, agencies and commissions. Each program is described in detail, with eligibility requirements and application procedures.

Directory of Pennsylvania Foundations. Philadelphia: Free Library, 1978. (Ref. HV98 .P4 D57)

Pennsylvania is ranked #2 in foundation assets, exceeded only by New York State. 1,078 foundations are profiled including support for individuals.

Directory of Research Grants. Scottsdale, Arizona: Oryx Press, 1980. (Life Sci. Ref. & Phys. Sci. Ref. & Ref. LB2338 .W55 1980)

Organized by academic discipline and includes application deadlines. Excellent preface including a statistical outline for the reasons for disapproval or rejection of applications. Includes research, development and demonstration grants and contracts (more than 2,000 private and public grants in 90 categories).

Encyclopedia of Associations. 15th ed. Detroit: Gale Research Co., 1980. (Ref. HS17 .G3 Latest at Ref. Desk)

A guide to national and international organizations. (Many organizations sponsor separate institutes which conduct specialized research programs).

Federal Council on Arts and Humanities.
Cultural Directory II. Federal Funds and Services for the Arts and Humanities. Washington, D.C.: Smithsonian Institution, 1980. (Ref. NX735 .F42 1980)

Goes beyond the NEH and NEA programs to list virtually all Federal programs which give assistance to individuals, groups and cultural institutions in the arts and humanities. For each program, details include program purpose and scope, specific examples of how the program has assisted in the past, additional special considerations and names of contacts. Arranged by agency with a subject index.

Feingold, S. Norman.
Scholarships, Fellowships, and Loans. Vol. VI. Boston: Bellman Pub. Co., 1977. (Ref. LB2338 .F4 v.6)

While geared to the needs of students, this is broadly interpreted to include pre- and post-doctoral level work, non-degree and professional levels.

Foundation Directory. New York: Russell Sage Foundation, 7th ed., 1979. (Ref. AS911 .A2 F65)

Lists the 3,138 largest U.S. non-profit, non-governmental foundations by name of foundation, field of interest, and by donar, trustee and administrator. Gives the high and low grant amount for each foundation, the purpose, activities and limitations of each, and application data. Inclusion in the Directory is selective. Only 15% of U.S. foundations are in this category, but they comprise 92% of all grant dollars paid. (See the Foundation Center National Data Book for 22,000 foundations not listed here). The 15 page introduction is an excellent source of background information.

Foundation Center.
The Foundation Center National Data Book. 4th ed., 1979. (HV97 .A3 F593)

Gives brief financial profiles of 22,000 active non-governmental foundations, with address, principal officer and IRS number. Foundations listed here comprise 88% of the foundations but only 13% of the giving. Together, they give hundreds of thousands of small grants up to several thousand dollars each.

Foundation Center Source Book. New York: 1975/76. 2 vols. (HV97 .F65 F67a Latest in Ref.)

Contains documentation on the largest grant-making foundations, with enumerated lists of past donations and recipients, and expanded explanations of program purposes, policies and application procedures.

Foundation Center (continued)
Foundation Grants to Individuals. New York: Foundation Center, 1979. (Ref. LB2336 .F596 1979)
Specialized directory of 1,100 foundations which gives grants to individuals.

Foundation Grants Index. A cumulative listing of Foundation Directory Grants. New York. Annual. (Ref. AS911 .A2 F66)
Lists by state and by foundation the grants awarded each year by private foundations for $5,000 or more. Is updated by supplements in the bi-monthly Foundation News. This Index does not include grants made to individuals.
* See the article: Abarbanel, Karin
"Using the Grants Index to Plan a Funding Search. Foundation News, Jan./Feb. 1976, pp.44-53.

The Grants Register. New York: St. Martin's Press, 1981-1983. Biennial. (Ref. LB2371 .G83 1981-1983)
Aimed at individuals, such as graduate students and professional and academic staff. Includes scholarships, fellowships, research grants, exchange opportunities, grants-in-aid, competitions, prizes, and professional and special awards.

Leonard, Lawrence E.
Federal Programs for Libraries: A Directory. Washington, D.C.: U.S. Department of Health, Education and Welfare, Office of Education, Bureau of Elementary and Secondary Education, Office of Libraries and Learning Resources, 1979. (***)

Schlacter, Gail Ann.
Directory of Financial Aids for Women. RS Press, 1978. (Ref. LB2338 .S37)
Listing of scholarships, fellowships, loans, grants, internships, awards and prizes designed primarily or exclusively for women on any level, high-school through post-doc for education, research, travel, innovative efforts, etc.

The following are selected sources of current information.

Chronicle of Higher Education. (Weekly) (Micro F280: current at Periodicals Desk)
Includes foundation and federal grant news of interest to colleges and universities. Lists significant awards made, application deadlines for fellowships and grants, and sections on "Status of Legislation" and "Washington Notes".

College and Research Libraries News. "News from the field: grants." (Z671 .A24)
Each issue lists and describes recently awarded grants.

Commerce Clearinghouse. College and University Reporter. (Docs. KF4225 .A6 C6)
A looseleaf service. Section 3500 is entitled "Federal Agencies Sponsoring Research".

Foundation Center.
Foundation Grants Index. (Bimonthly) (Ref. AS911 .A2 F68)
Supplement to each issue of Foundation News, listing currently awarded grants of $5,000 or more.

Foundation News; the Journal of Philanthropy. (Bimonthly) (Ref. AS911 .A2 F68)
Publishes articles of current interest about foundations. The Foundation Grants Index Bimonthly is in centerfold.

Grantsmanship Center News. (Bimonthly) (LB2338 .G67)
Geared to the interests of agencies and organizations trying to obtain funds. Articles on fund-raising, federal legislative trends, the politics of funding, etc. Includes a calendar of deadlines.

Library Journal. "News Section". (Z671 .L7)
Includes news on research interests, projects proposed, in process and completed, and government activities affecting libraries.

U.S. Dept. of Commerce. Office of Field Sources. Washington, D.C. Commerce Business Daily. (Docs. Desk).
Lists jobs, contracts, property, etc. (including grants), for which the government is seeking bids.

U.S. National Archives. Washington, D.C.
Federal Register. (Daily) (KF70 .A2)
Covers federal agency regulations and is often the first source of printed regulations affecting grants and notification of requests for grant proposals.

III. ORGANIZATIONAL RESOURCES

Pennsylvania State University Resources.

Offices and Programs.

College of the Liberal Arts. Associate Dean for Research and Graduate Study. 116 Sparks Building. (5-9555).
This office will provide assistance in the identification of potential funding sources. Other University Park Colleges have a parallel office.

Offices of Sponsored Programs. Resource Information Service. Room 586 Old Main. (5-1372).
Provides assistance in obtaining funding for instruction, research, and continuing education projects. Distributes information directly and in published form. Responds to inquiries to determine possible locations of support funds. Contact this office to receive the PPO (Preliminary Proposal Outline).

(Continued on next page)

Offices and Programs (continued)

Research Initiation Grant Program. (Annual)
Proposals from new faculty members with a service accumulation of two calendar years or less by September of the year announced are accepted for consideration by the Administrative Committee on Research. At the Libraries' discretion the two-year maximum may be relaxed to three calendar years.

Printed Sources.

Penn State Intercom. Weekly. "Funding Opportunities". Column written by the Resources Information Service staff.

Pennsylvania State University. Office of Gifts and Endowments. Guide to Seeking Private Gifts. University Park, Pa., 1977. (Library Staff Reading Room).

Pennsylvania State University. Office of Gifts and Endowments. "Ten Pointers for Obtaining Support from Foundations". University Park, Pa., 1979. (Library Staff Reading Room).

The Pennsylvania State University. Office of Sponsored Programs. Selective-Bibliography - Resource Information Office. University Park, Pa., 1978.
Lists "Primary", "Secondary" and "PSU" Sources of information on grants and grant-making organizations.

Pennsylvania State University. Office of the Vice-President for Research and Graduate Studies. Proposal Writing: A Guide. University Park, Pa., 1977.
This guide was written to answer general questions often asked by Penn State faculty new to proposal writing.

"OFP Notebooks"
Files of copies of OFP Deadlines and OFP Reports issued by the American Association of State Colleges and Universities and distributed by the Office of Sponsored Programs are maintained at each Commonwealth Campus library and at the following University Park locations:

Architectural Reading Room
Arts
Documents
Earth and Mineral Sciences
Engineering
Library Staff Reading Room
Life Sciences
Mathematics
Physical Sciences

External Sources

American Association of State Colleges and Universities. Office of Federal Programs.
Continuously monitors program funding opportunities and implementing criteria from federal agencies. Distributes "OFP Reports" and "OFP Deadlines". Information Service, access to these is through PSU Office of Sponsored Programs, Resource Information Service.

Council on Library Resources. Washington, D.C.
The Council awards grants to individuals and organizations for projects that fall within their program interests. They publish an annual report (copies in Pattee), which details those interests.

Foundation Annual Reports.
The very biggest foundations publish detailed annual reports. Some small foundations do the same or make information available on request. A sampling of foundation annual reports are available in the University Libraries.

The Foundation Center. New York, NY (212) 975-1120.
A national service organization which provides factual information on philanthropic giving.

Associates Program. (Began Jan. 1975).
Individuals and non-profit organizations can (for a fee) receive phone and mail service from the center's staff.

Cooperating Collections.
Contain IRS forms 990 PF and 990 AR for those foundations within their state. In Pennsylvania, there is one at the Free Library of Philadelphia and one at Hillman Library, University of Pittsburgh. For further information, call 800-424-9836.

Reference Collections Operated by the Foundation Center.
Collections of foundation materials for free public use, including all of the Center's publications; books, services and periodicals on foundations and philanthropy; and foundation annual reports, newsletters, and press clippings; and IRS returns for currently active private foundations. Located at New York, Washington, Cleveland and San Francisco. For further information, call 800-424-9836.

U.S. National Endowment for the Arts. Washington, D.C.
U.S. National Endowment for the Humanities. Washington, D.C.
Independent federal grant-making agencies which supports projects of research, education and public activity. Series of pamphlets describing are found in Document Collections NF2 and NF3.

U.S. Higher Education Act, Title II-B, Library Research and Demonstration.
Nearly $1 million was awarded in FY1978 to 17 organizations for a wide variety of types of projects.

U.S. Internal Revenue Service.
IRS forms 990 PF and 990 AR are the annual reports required annually by the IRS of philanthropic organizations. Available from Foundation Center Reference Collections and Cooperating Collections and by purchase from Internal Revenue Service Center, P.O. Box 187, Cornwell's Heights, Pa. 19020.

U.S. National Library of Medicine, Medical Library Assistance Act.
Over $5 million was awarded in FY1978 to 17 organizations for research projects related to medical libraries.

U.S. National Science Foundation. Division of Science and Technology.
"Research in Information Science," NSF 79-68, gives detailed guidelines for the preparation of proposals and deadlines for submission, which occur twice each year.

U.S. Office of Education. Office of Libraries and Learning Resources.
Library Research and Demonstration Program.
Support is available to organizations to improve libraries or librarianship training as well as development of new techniques, systems or equipment for processing, storing and distributing information or for disseminating results from research and demonstrations. Deadlines for proposals occur annually. Publishes a descriptive brochure Library Programs, with examples and addresses. (ED1.2:L61)

IV. COMPUTER SOURCES

COMSEARCH Printouts. (Annual)
A series of computer printouts in 59 subject areas listing grants by more than 400 foundations.

The Foundation Directory, and Foundation Grants Index.
Are available through PSU Libraries Computer Based Bibliographic Search Service (CBBSS). Inquire at Reference Desk, E105 Pattee.

V. BIBLIOGRAPHY

Elnor, Nancy.
While You're Up, Get Me a Grant: A Basic Bibliography on Grants.
Berkeley, CA: Bay Area SRRT, 1976. (Arts Ref. Z7164 .F5 E45 1976)

California. University. University at Los Angeles. Graduate School of Management. Library.
Foundations, Grants and Fund Raising: A Selected Bibliography. Los Angeles: Graduate School of Library Management, 1976. (Ref. Z7164 .F5 C34)

Levitan, Don.
Selected Bibliography on Grantsmanship. Chicago: Council of Planning Librarians, Exchange Bibliography #641. 1974. (Z673 .C68)

Public Administration Series: Bibliography. P-476.
Grants Survival Library - 1980, by Donald Levitan and David Donahue. Monticello, Illinois: Vance Bibliographies, May 1980. (Ref. Z673 .C683)

"Resource Collection on Grants; Listing of the Collection"
A project of the 1980/81 LFO Research Committee. Lists the materials available through the Office of the Associate Dean of Libraries. Final disposition of this collection is awaiting the decision on the future of the Library Staff Reading Room in Pattee Library. (Library Staff Reading Room)

United States. Government Printing Office. Superintendent of Documents.
Subject Bibliography. Grants and Awards. April, 1980. (GP3.22/2: 258/5)

PUBLISHING RESEARCH

I. GUIDES

Burack, A.S.
Writer's Handbook. Boston, The Writer, Inc., (Annual) (Ref. PN137 .W73)
Offers inspiration, advice and techniques for writers, and information on agents and markets.

Cabell, David W.E.
Directory of Publishing Opportunities in Business Administration and Economics. Beaumont, Texas, Cabell Publishing Co., 1978. (Ref. H91 .C23)
Includes over 200 publications in the areas of business administration and economics.

Camp, William L. and Bryan L. Schwark
Guide to Periodicals in Education and its Academic Disciplines. Metuchen, NJ, Scarecrow Press, 1975. (Ref. Z5813 .C28 1975)
Contains detailed data necessary for the preparation of manuscripts to be submitted for publication to 602 nationally distributed periodicals.

Conference of Social Science Councils and Analogous Bodies.
International Directory of Social Science Research and Analogous Bodies. New York, K.G. Saur, 1978. (Ref. H62 .A1 C58a)
Provides concise information about organizations that facilitate international communication, information exchange and cooperation in the social sciences.

Directory of Publishing Opportunities in Journals and Periodicals.
Chicago, Marquis Academic Media, 1979. (Ref. Z286 .5 .S37 D5701 (Desk))
Includes more than 3,400 specialized and professional journals in six general subject sections.

Huybrechts, Brigitte D. and John M. Strawhorn.
Survey of Publishing Policies and Practices in the U.S. Springfield, VA, NTIS, 1978. (Z286 .S4 H89)
Includes profiles for each of four groups of publishers of scientific and technical journals.

Rhoades, Lawrence J.
Author's Guide to Selected Journals. Washington, American Sociological Association, [1974] (Ref. PN147 .R5)
Contains information on addresses, editors, appropriate subject matter, types of articles wanted, turnaround time, publication lag, charges, and reprint policies for social science journals.

Writer's Market. Cincinnati, Writer's Digest Books, (Annual). (Ref. PN161 .W83 (Desk))
This five-part book is a current "chronicle of information" for writers interested in how "to sell to a particular market".

II. ORGANIZATIONAL RESOURCES

Education Resources Information Center Clearinghouses (ERIC). (Ref. Index Table #3)
ERIC is a nationwide network for acquiring and disseminating significant and timely education-related reports. A list of the 16 ERIC Clearinghouses and their areas of responsibility can be found in each issue of Resources in Education.

Pennsylvania State University. Copy Center Services.
Locations:
20 Old Main
5206 Human Development Bldg.
115 Rackley Bldg.
266 Recreation Bldg.
102 Research Unit "C"
5A Steidle Bldg.
13 Whitmore Lab.
101 Engineering Unit "A"
A variety of reproduction, charting, graphing and other services are available to help get manuscripts into final format.

III. BOOKS

Behrens, John C.
Magazine Writer's Workbook. Columbus, Ohio, Grid, Inc., 197 . (PN147 .B43 [1974])
A worktext of instruction and exercises for the beginning magazine article writer.

Mullins, Carolyn J.
Guide to Writing and Publishing in the Social and Behavioral Sciences. New York, Wiley, 1977. (H91 .M8)
Discusses general problems in scientific writing and deals with choosing appropriate journals, preparing articles and books and working with journal editors and book publishers.

National Enquiry into Scholarly Communication.
Scholarly Communication; The Report of the National Enquiry. Baltimore, Johns Hopkins University Press, 1979. (Z286 .S37 N37 1979)
A report on the various constituencies involved in scholarly communication.

Shulman, Joel J.
How to get Published in Business/Professional Journals. New York, Amacom, 1980. 258 pp. (HF5719 .S55)
Reminds us that general articles may have a market in professional journals other than those in the field of libraries and librarianship.

IV. JOURNALS

American Society for Information Science.
Journal. Washington, D.C. (Z699 .A1 A5)
Encourages exploratory research and philosophical queries in the broad area of documentation.

College and Research Libraries. Chicago. Association of College and Research Libraries, a division of the American Library Association. (Z671 .C6)
Articles are often reports of research on matters of current and continuing concern.

Journal of Academic Librarianship. Ann Arbor, MI, Mountainside Publishing. (Z682 .J63)
Includes articles and book reviews of interest to academic librarians.

Library Quarterly; A Journal of Investigation and Discussion in the Field of Library Science. Chicago, University of Chicago Press.
Concentrates on research and investigation in areas ranging from library history to library automation. (Z671 .L713)

Library Research; An International Journal v.1, no.1, Spring 1979. Norwood, NJ, Ablex Pub. Corp. (Z671 .L7153)
Founded because the editor believes that research is as essential to progress in librarianship as it is in any area of the social sciences.

V. ARTICLES

Cheshier, Robert G., "Research and the Practicing Librarian".
Journal of Education for Librarianship, v.20, no.2, Fall 1979, pp.142-148. (Z668 .J6)

"Library Research for Librarians." College and Research Libraries, v.41, no.3, May 1980, pp.199-219.
"Library Research for Librarians" was the title of a conference held at the University of North Carolina at Chapel Hill in March 1979. Three articles, based on addresses given at the conference, are included in this issue.

Miele, Anthony, "Library Research - Past, Present, and Future." Journal of Education for Librarianship, v.20, no.2, Fall 1979, pp.136-141.

Rayman, Ronald and Frank Wm. Goudy, "Research and Publication Requirements in University Libraries." College and Research Libraries, v.41, no.1, Jan. 1980, pp.43-48. (Z671 .C6)

Shearer, Kenneth, "The Impact of Research on Librarianship." Journal of Education for Librarianship, v.20, no.2, Fall 1979, pp.114-127. (Z668 .J6)

Simone Watson, Paula De, "Publication Activity among Academic Librarians." College and Research Libraries, v.38, no.15, Sept. 1977, pp.375-384. (Z671 .C6)

In the ever-changing realm of information resources, any list quickly becomes dated. A list that is specifically for a group of people also has the limitations of the compilers' interpretation of the needs of that group. The present list is offered as an attempt to aid the Library Faculty at the Pennsylvania State University in their pursuits of excellence in research. It is hoped that it will be revised and updated soon and often to increase its value.